

**CITY COUNCIL
MEETING**

MARCH 24, 2026

**DOCUMENTS
RECEIVED AFTER
PUBLISHED AGENDA**

Item #3

CONS 26-089

**Brown and Caldwell for the
Water Resource Recovery
Facility's
(WRRF) New Administration
Building and Laboratory
Project,
Project No. 07786**



DATE: March 24, 2026

TO: Mayor and City Council

FROM: Director of Public Works

THROUGH: City Manager

SUBJECT: Adopt a Resolution Authorizing the City Manager to Approve an Amendment to the Professional Service Agreement with Brown and Caldwell for the Water Resource Recovery Facility's (WRRF) New Administration Building and Laboratory Project, Project No. 07786

That the Council accepts an amendment to CONS 26-089, Attachment I Staff Report, adding clarifying language to the project budget in the Summary, Fiscal Impact, and Background sections of the report.

Recommended by: Alex Ameri, Director of Public Works

Approved by:

Jennifer Ott, City Manager

Attachment: Revised Attachment I Staff Report



DATE: March 24, 2026

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT Adopt a Resolution Authorizing the City Manager to Approve an Amendment to the Professional Service Agreement with Brown and Caldwell for the Water Resource Recovery Facility's (WRRF) New Administration Building and Laboratory Project, Project No. 07786

RECOMMENDATION

That City Council adopts the attached resolution (Attachment II) authorizing the City Manager to amend the professional services agreement (PSA) with Brown and Caldwell, California Corporation (Brown and Caldwell), increasing the contract amount by \$832,758 to include additional engineering services during construction for the WRRF New Administration Building and Laboratory Project, Project.

SUMMARY

The WRRF Administration Building and Laboratory Project includes the construction of a two-story operations and laboratory building in the footprint of the old administration building parking lot.

Brown and Caldwell has performed design, pre-construction, and bidding services for the WRRF New Administration Building and Laboratory Project. Staff is requesting City Council approval to amend the PSA with Brown and Caldwell to increase the budget for engineering services during construction by re-allocating budget previously planned for optional services that are not to be performed. The amendment would increase the authorized contract budget by an amount of \$832,758. This amendment would not increase CIP project dollar amounts, nor would it increase the total contract amount listed in the contract fee schedule.

FISCAL IMPACT

This item does not impact the General Fund or Measure C.

The WRRF Administration Building and Laboratory Project is funded by wastewater enterprise funds. The Adopted FY 2026 through FY 2035 Capital Improvement Program

(CIP) includes the Administration Building and Laboratory Project as Project No. 07786 in the Sewer Improvement Fund (Fund 612), with a total CIP budget of \$63,278,513.

The breakdown for project costs is as follows for Project No. 07786:

<u>Total Administration Building and Laboratory Project Cost</u>	
Construction Contract (Contractor)	\$39,970,000
Construction Contingency (10% of Construction Contract)	\$3,997,000
Engineering Services (previously authorized)	\$3,074,994
Engineering Services During Construction (previously authorized)	\$1,034,034
Engineering Services During Construction (current request)	\$832,758
Construction Management (Consultant, previously authorized)	\$3,428,409
Construction Admin – City Staff (Estimated)	\$630,000
Building IT Equipment (Estimated)	\$300,000
Building Security and Systems Programming (Estimated)	\$100,000
Payment to Building Department for Building Permit (Estimated)	\$600,000
<u>Financing Cost and Un-used Programmatic Contingency</u>	<u>\$9,311,318</u>
Total	\$53,967,19563
	<u>,278,513</u>
	\$63,278,513

As part of the funding strategy, the City intends to finance this project, as well as the WRRF Phase II Improvement Project, by the U.S. Environmental Protection Agency’s Water Infrastructure Financing and Innovation Act (WIFIA) loan program, publicly-sold revenue bonds and sewer fund reserves. On February 18, 2025¹, City Council authorized the issuance of the 2025 Wastewater Revenue Bonds up to \$135 million, which closed in March of 2025 at a value of \$124,885,000. A portion of the revenue bond is being used to fund the construction of the Administrative Building and Laboratory Project. The WIFIA loan is expected to be approximately \$244 million. Since April 2025, WIFIA loan signoff has been on hold by the EPA.

BACKGROUND

The WRRF new Administration Building and Laboratory Project includes the construction of a 21,600 square-foot two-story administration and laboratory building and a new parking lot. This new building will house administration, operations, maintenance, engineering, and laboratory facilities. Upon completion of the new building, the existing building would be demolished.

Engineering services for this project are being provided by Brown and Caldwell. Their contract includes design of the Administration Building and Laboratory Project as well as the WRRF Phase II Improvement Project. On July 5, 2022², City Council Authorized an agreement with Brown and Caldwell for design services for the both the WRRF Phase II

¹ <https://hayward.legistar.com/LegislationDetail.aspx?ID=7146239&GUID=AD61FF11-52D4-46A2-905C-C06B5D86B90F>

² <https://hayward.legistar.com/MeetingDetail.aspx?ID=984055&GUID=9012B38D-23E9-440B-BC47-106F185E4401&Options=infoI&Search=>

Improvement Project, which consists of significant upgrades throughout the WRRF, as well as the Administration Building and Laboratory Project. On December 6, 2022³, City Council authorized an amendment to the PSA with Brown and Caldwell for final design services for the Administration Building and Laboratory Project and subsequently authorized final design for the WRRF Phase II Improvement Project on December 5, 2023⁴. On March 18, 2025⁵, City Council approved a resolution authorizing the City Manager to award a construction contract with Rodan Builders for the Administration Building and Laboratory Project, and also to authorize an amendment with Brown and Caldwell for engineering services during construction for the Administration Building and Laboratory Project. The total Brown and Caldwell Contract amount authorized by Council to date is \$18,095,574.

The amount authorized to date excludes ~~an as-yet unauthorized amount of \$5,430,220 that is listed in the contract fee schedule but has not yet been authorized. This amount is largely allocated for future, largely for~~ engineering services during construction for the WRRF Phase II Improvement Project. The Contract Fee Schedule also includes \$1,211,530 for optional services that has not been authorized, resulting in a total potential contract amount of \$24,737,325 if all future and optional services are ultimately authorized. As the project has progressed, it has been determined that most of the remaining optional services are no longer required.

DISCUSSION

Construction on the Administration Building and Laboratory Project commenced in May of 2025, with an anticipated completion date of September 2027.

Engineering Services during Construction includes tasks such as review of shop drawings and submittals to ensure conformity with the construction contract documents and design intent, responding to Requests for Information from the construction contractor, and other items. Brown and Caldwell's fee for engineering services during construction for the Administration Building and Laboratory is \$1,034,034. This budget was originally estimated during the original contract negotiations in 2022 based on a rough estimate of project size and complexity at the time. During the final design stage, some items were added to the project and the project complexity increased, ultimately increasing the scope of engineering services during construction that have not been captured in a prior amendment. Table 1 below lists the items in the engineering services during construction Scope and how they have increased since the original scope and fee negotiations.

³ <https://hayward.legistar.com/MeetingDetail.aspx?ID=1056026&GUID=C06C0ECB-9E30-4702-8C4D-C92F59A4E428&Options=info&Search=>

⁴ <https://hayward.legistar.com/LegislationDetail.aspx?ID=6439978&GUID=188C3EC0-FA52-4EC0-BC46-564035DDE84A&Options=&Search=>

⁵ <https://hayward.legistar.com/LegislationDetail.aspx?ID=7261917&GUID=9C91003F-560A-40D0-9411-C34987A272F2&Options=&Search=>

Table 1.

Task	Task Description	Original Estimate	Current Projection	Increase
Submittal Reviews	Consultant shall review and respond to submittals and resubmittals	200	602	402
Requests For Information	Consultant will review and respond to RFIs	200	324	124
Design Clarifications	Consultant Shall Prepare Design Clarifications	40	40	0
Contract Change Orders	Consultant shall review requested CCOs submitted by the contractor for accuracy and correctness at the City's request	40	40	0
Site Visits	Consultant shall conduct site visits to review construction-related issues at City's request	80	80	0
Progress Meetings	Consultant shall attend progress meetings at the City's request during construction	50	100	50
Record Drawings	Consultant shall prepare record drawings by incorporating plan revisions during construction, to be submitted as .pdf files in half size (11 x 17), full-size (22 x 34) and Revit and AutoCAD files	250	Projecting increase to 415 not included in this amendment	N/A

As can be seen above, the number of submittals and RFIs has significantly increased relative to the original scope. Given the complexity of the project, Brown and Caldwell's presence has also been required at most weekly meetings with the contractor, which was not originally envisioned.

Staff have negotiated an increase in the fee for engineering services during construction of \$832,758. This number is based on Table 1 and was developed to be consistent with the originally estimated fee for each of the items above.

Of the \$1,211,530 identified as optional services in the contract, staff have identified \$1,069,324 that will no longer be needed. These tasks include a potential expansion to the solids thickening facility and improvements to the cogeneration system. Part of Brown and Caldwell's scope was to prepare a Biosolids and Energy Roadmap Report. One main conclusion of this report was that these improvements do not need to be constructed until

the mid 2030's, and were ultimately not included in the WRRF Phase II Improvement Project. The proposed amendment would re-allocate \$832,758 to engineering services during construction for the Administration Building and Laboratory Project. The remaining \$236,566 would remain as an unallocated budget under optional services. As a result, this amendment does not result in an overall change to the total potential contract amount of \$24,737,325 if all future and optional services are ultimately authorized.

ECONOMIC IMPACT

The new Administration Building and Laboratory will accommodate the projected increase in staff levels due to increasing regulatory requirements at the WRRF and an increase in future wastewater flows. The new Administration Building and Laboratory will support the overall WRRF Phase II Improvement Project, which will keep the WRRF in compliance with regulations and accommodate future population and business growth throughout Hayward. The new building will provide adequate support for any additional laboratory testing and regulatory requirements. The community will enjoy the benefits of the Project, including maintaining effective treatment that provides environmental protection of the San Francisco Bay.

The total cost of both the Administration Building and Laboratory and WRRF Phase II Improvement projects is estimated to be up to \$498 million, including capital costs, contingencies, and financing costs. These numbers are currently reflected in the adopted FY 2026 through FY 2035 CIP. The effect of these projects on sewer rates are described in more detail in the Sewer Rate and Connection Fee Study, which was prepared by Water Resources Economics and presented to City Council on February 18, 2025⁶.

STRATEGIC ROADMAP

This agenda item supports the Strategic Roadmap of Improve Infrastructure. The Administration Building and Laboratory and WRRF Phase II Improvements Projects will address infrastructure needs and improvements to increase the reliability of the City's treatment plant and construct process improvements to meet more stringent nutrient limits in accordance with upcoming regulatory requirements, while supporting the goals of City Council.

Specifically, this item relates to the implementation of the following projects:
Confront Climate Crises & Champion Environmental Justice.

Mitigate Climate Crisis Impacts through Resilient Design and Community Engagement
Project C14b: Implement Shoreline Master Plan, including mitigating sea level rise in the industrial corridor through building requirements and outreach

Invest in Infrastructure.

Invest in Water Supplies, Sanitation Infrastructure & Storm Sewers

⁶ <https://hayward.legistar.com/LegislationDetail.aspx?ID=7139170&GUID=F5F42295-1235-4AEB-89FD-ED864F22001B>

Project N19: Update Water Pollution Control Facility Phase II Plan

SUSTAINABILITY FEATURES

The Administration Building and Laboratory will help improve laboratory and City Staff operations. The building's design will meet State and local requirements related to sustainability (i.e., California Building Code, California Energy Code, etc.) which require a minimal level of energy efficiency, resource conservation, material recycling, etc. In addition, the building will be designed and constructed to meet Leadership in Energy and Environmental Design (LEED) standards for a Silver Certification and will be of all-electric design. The new building will also use WRRF's recycled water system to irrigate landscaped areas around the building.

This project is part of an overall effort to help the City maintain its ability to treat wastewater efficiently and adequately before discharging it into San Francisco Bay. The overall program will help maintain and improve the biology and health of the San Francisco Bay which is vital for the region and the State.

The effects and risks of rising seawater levels have been reviewed and are being incorporated into the design of the new facilities.

PUBLIC CONTACT

As part of the funding process, an environmental study (Initial Study and Mitigated Negative Declaration) was posted for public review and comment.

There is currently a webpage hosted on the City's website that posts periodic updates throughout the multi-year duration of the project. This will continue.

NEXT STEPS

This amendment will allow Brown and Caldwell to continue providing engineering services during construction for the duration of the Administration Building and Laboratory Project. Construction is scheduled to be completed in Fall of 2027.

Staff will return to City Council for approval of the final design plans and specifications for and to call for bids later in 2026 for the WRRF Phase II Improvement Project, Project No. 07760. The actual date is to be determined pending when the WIFIA loan financing is secured.

Prepared by: Kyle Carbert, Principal Utilities Engineer

Reviewed by: Zaheer Shaikh, Utilities Engineering Manager

Recommended by: Alex Ameri, Director of Public Works

Approved by:

A handwritten signature in blue ink, appearing to read "Jennifer Ott".

Jennifer Ott, City Manager

Item #8

WS 26-009

**Traffic Initiatives
and Response**

From: marlese ramirez - carroll

Sent: Tuesday, March 24, 2026 6:21 PM

To: List-Mayor-Council <List-Mayor-Council@hayward-ca.gov>

Subject: Zero accident policy -

CAUTION:This is an external email. Do not click on links or open attachments unless you know the content is safe.

Good Evening City Council and Mayor,

I really tried to find the zoom attendance for tonights meeting on line. I could not.

I received the email about the recent injury accidents and traffic meeting tonight at 7pm. There was not link to attend that meeting in the email.

I do think we have a traffic issue, it was created by the city council members who approved the disaster intersecition of Jackson / Foothill which divides our town in half not.

These people are cutting through our town with reckless speed. But that whole issue was created by the City Council.

Truely the City Council should be at liablity for the deaths particulary Francisco Zermeno the longest standing member for these traffic deaths.

Our city had be ruined by creating a major freeway thought the middle of it (that is what I would call it) with a large confusing round about. People cutting through from 880 to the 690 - which the road was expanding to make this worse are not city residents.

How do you stop people that do not care about our city and just see the end result of cutting to 680 ?? B Street is not safe any longer - I have seen many make left turns off foothill and not stop. They are in a Hurry ! to cut through and the city hayward residents should not be punished by "zero accident plan" Stop the traffic cutting through!!!! fix the mess you created.

I frequently do not travel downtown or spend my money there its not safe.

Sincerely Marelse Ramirez Carroll

From: Alejandro Jasso

Sent: Tuesday, March 24, 2026 8:34 PM

To: List-Mayor-Council <List-Mayor-Council@hayward-ca.gov>

Cc: Byron Tang <Byron.Tang@hayward-ca.gov>; Alex Ameri <Alex.Ameri@hayward-ca.gov>; Jennifer Ott <Jennifer.Ott@hayward-ca.gov>; Organizing Committee

Subject: Bike Hayward Demands - Safe Streets 4 Hayward Campaign

CAUTION:This is an external email. Do not click on links or open attachments unless you know the content is safe.

Dear City Councils and City Staff,

Thank you already working on a lot of these demands and sorry for not sending these earlier but here are the 5 demands we drafted.

1. Establish a Permanent "Rapid Response" Protocol

Traffic fatalities are not "accidents"; they are design failures.

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- **Mandatory Safety Audits:**
 - Mandate a public, multi-departmental safety audit within 30 days of any fatal or severe injury crash.
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- **Immediate Intervention:**
 - Implement "quick-build" safety measures (e.g., flex-posts, signage) at crash sites to prevent reoccurrence while permanent solutions are being planned.
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2. Prioritize Human Life Over Traffic and Parking

Safety must be the non-negotiable foundation of every street project, not a secondary concern to be traded away for political convenience.

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-
- **Safety-First Design:**
- Formally adopt a "Safety-First" design policy that prioritizes vulnerable road user safety over car throughput and street parking preservation.
-

3. Radical Transparency in Street Planning

Integrate community feedback early in the design phase to allow engineers sufficient time for implementation and prevent project delays.

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- **Early Disclosure:**
- Publicize the paving plans and all upcoming street safety projects on the City's website at least 12 months in advance.
-

4. Mandatory Safety Plan Integration: "No Paving Without Progress"

Taxpayer funds spent on safety plans (e.g., the \$100,000 LRSP and \$400,000 BPMP) must result in physical implementation, not just procedural compliance.

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- **Follow Safety Plans:**
- Mandate that all annual repaving and maintenance projects to incorporate relevant safety features from the City's Local Road Safety Plan (LRSP), Bicycle and Pedestrian Master Plan (BPMP), and all other adopted safety planning documents.
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- **Modernize Every Mile:**
- Ensure every street resurfacing project incorporates modern safety standards, such as lane narrowing (road diets), intersection daylighting, and corner bulb-outs.
-

5. Ensure Transformative Use of Measure BB "Active Transportation" Funds

Hayward should work towards an "A" rating in Measure BB spending by dedicating active transportation funds to transformative safety improvements rather than basic street maintenance: bikehayward.org/measure-bb

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-
- **Close the "Maintenance Loophole":**
- Ensure that the majority of Measure BB funds used to meet the 15% mandate is used for
- **transformative safety improvements**—such
- as protected bike lanes and enhanced crossings—rather than just routine maintenance or legally required ADA upgrades.
-

Our Vision

We believe in a Hayward where parents feel safe letting their children bike to school, where seniors can cross the street without fear, and where no family has to lose a loved one to preventable traffic violence. **Safety is a right, not a luxury.**

Best,



Alejandro Jasso

Co-Chair / Lead Organizer

IG: [@bike.hayward](https://www.instagram.com/bike.hayward)

Web: bikehayward.org

Item #9

RPT 26-026

**General Plan Annual
Progress Report**

From: [Sandra Frost](#)
To: [List-Mayor-Council](#); [CityClerk](#)
Subject: Public comment 3/24/26: item 1. Closed session property negotiation, HARD, 5:30 pm, and open session, item 9 at 7:00 pm.
Date: Monday, March 23, 2026 11:05:52 AM

CAUTION: This is an external email. Do not click on links or open attachments unless you know the content is safe.

Agenda, discussion, open session 7:00 pm.

Item 9. IR 26-026 General Plan Annual Progress Report: Accept the Hayward 2040 General Plan Annual Progress Report for Calendar Year 2025 (Report from Development Services Director Buizer)

Referencing:

83. CAP Action CS-2.10. Conduct a study to identify opportunities to enhance or create new natural areas in existing open spaces, parklands, and fields with native species, biodiverse ecology, higher carbon sequestration potential and improved recreational connectivity for the community. [Source: 2024 Climate Action Plan/

65. CAP Action CS-1.5. Adopt a standard policy and set of practices for expanding the urban tree canopy and placing vegetative barriers between busy roadways and developments to reduce exposure to air pollutants from traffic. [Source: 2024 Climate Action Plan]

73. CAP Action CS-1.13. Identify existing greenbelts and the best locations for new greenbelts for wildfire defense and risk reduction. Incorporate these locations into comprehensive wildfire planning at regional, county, city, and community levels and in all municipal service reviews. [Source: 2024 Climate Action Plan]

62. CAP Action CS-1.2. Develop and adopt an Urban Forest Management Plan that identifies: City's potential capacity for new tree planting; timeframe and mechanism for implementation; a management plan for existing trees; and a tracking system to assess progress towards annual benchmark. [Source: 2024 Climate Action Plan]

Honorable Mayor and City Council:

Upon touring the Oro Loma horizontal levee and waste water recharge project areas adjacent to the Hayward marsh and shoreline trails, our group hiked toward the back portion of San Lorenzo Park.

Arising into view to the southeast was the magnificent tree canopy of Skywest. It appeared as a densely green varied tree-line into open sky, as a forest would naturally present in landscape. It was breathtaking!

As I am reading through the City's Climate Action priorities and programs not yet started, I wish to bring attention to the vital importance of protecting and enhancing the precious greenbelt that already exists at Skywest.

The existing grounds are a buffer for air particulate and noise pollutants from freeways, street traffic, private jets and small planes utilizing the Hayward Municipal Airport.

The greenbelt is a buffer for urban wildfire management, sea level rise, and extreme weather storms with tidal surges. Keeping this open space as a natural park will continue to provide extensive benefit to residents in the edge communities by connecting trails to expanded greenbelts and recreational parks developed by HARD.

Statistically, these neighborhoods have far less than recommended open green areas designated per capita for mitigating air quality and noise pollution. Open green spaces offer peace and quiet as a retreat from urban concrete. These spaces are vitally necessary for health and wellness.

Skywest is an area in which to plant more large-canopy trees in anticipation of a daunting future for our environment and humanity.

I urge you to prioritize protections and preservation of Skywest for open space and walking and biking trails in a natural park, also as the site for Hayward's urban forest, as habitat for endangered or compromised species, as a glorious green area to explore, steward and learn from.

Respectfully,
Sandra Frost
Resident, South Hayward